

CANNON AFB VACANCIES AS OF 24 July 2012

Positions listed are currently vacant at Cannon AFB. These announcements are open to individuals of all types of categories, i.e. prior military, other Federal agencies, never worked civil service before, etc. If you are interested in any civil service position, go to www.USAJOBBS.gov. Under "Search Jobs" in the "where" box, type in Cannon AFB; click search jobs. Once the search results come on your screen, look at the left hand side of the screen. The screen comes up "Jobs For US citizens". Change this to the second circle "Jobs for Federal Employees". This will bring up all the positions at Cannon that are currently being recruited for. Scroll down to the announcement you are looking for and click on the job title. When the announcement opens you can view all the details about the position and who is eligible to apply. Click on apply online and follow the instructions to apply.

If you need assistance, please contact the Cannon Civilian Personnel Office at 575-784-4848.

<u>Position Title</u>	<u>Pay Level</u>	<u>Announcement Number</u>
Education Services Specialist	GS-1740-09	4Q-AFPC-710206-677029-KLD Closes 30 Jul 2012

RANDOLPH AIR FORCE BASE, Texas – Jobseekers unfamiliar with the civilian employment opportunities within the Air Force now have a new online resource that defines the numerous career fields and outlines many of the benefits of being a federal employee working side by side with uniformed Airmen.

The site, www.afciviliancareers.com, contains practical information for those interested in applying for a federal job within the Air Force Civilian Service, or AFCS, including various hiring authorities, base locations, career field descriptions, employee benefits and application procedures.

“The Air Force has always relied on the civilian work force to meet the mission. With new organizations standing up and an overall net gain in civilian positions, we hope more people will look at all the benefits we have to offer and consider applying with us,” said Michelle Lowe-Solis director of civilian force integration at the Air Force Personnel Center.

One of the highlights of the website is a Job Match Machine. By entering educational background or specific skills, the Job Match Machine will generate a list of possible career choices.

“We think this is going to be one of the most popular applications on the site,” said Mike Brosnan at AFPC. “People are often unaware of the breadth of Air Force Civilian Service careers and we’re hoping this will aid them in their job search.”

The site also has a Resume Coach that walks users through some of the most frequently asked questions: How do I get my resume to stand out? Do veterans or current federal employees have different application procedures? What should college graduates include on their resumes?

The site also features a faster-loading HTML version, or the more interactive Flash version. Look for the “underground” extras on the site for special downloads and video clips.

When visitors are ready to search for an AFCS job, clicking the “apply now” button on the home page will give them access to Air Force jobs listed on USAJOBS.gov. There, they can build their resumes, search for job vacancies, and submit their applications.